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THE FRIDAY LETTER

Vol. 12 No.23

Published by USDA's Food and Nutrition Service

December 14, 1990

HAPPY HOLIDAYS!



Dear Fellow Employees,
Best wishes for a joyous
holiday season for you and your
families.
You contributed to a terrific 1990
at USDA. Here's to an even better 1991!
Thank you! Catherine

My holiday wish is for peace
both abroad and at home.

As nations learn to resolve
conflict by better communication
I hope that individuals, too,
may learn to live without
violence. Peace be with you —
Betty Jo

Bertini Seeks New Organizational Name and Wants Your Help

Assistant Secretary **Catherine Bertini** recently sent a memorandum to all employees in FNS, HNIS and the Office of the Consumer Advisor, requesting their help. She would like to retitle "Food and Consumer Services" with an organizational name that better reflects the mission of the Agencies assigned to her office.

Who better to ask than those directly involved in doing the work?!?!?

Nominations should be sent to the Assistant Secretary's office by January 25, 1991 (14th & Independence Ave., S.W., Room 207-W, Administration Building, Washington, D.C. 20250). When submitting a nomination, please include your name, and if you'd like, a brief reason why you believe this title would be appropriate.

If you have any questions, please contact **Tommy Mitchell**, Confidential Assistant, Office of the Assistant Secretary, 447-7711.

The winning employee will have the satisfaction of seeing her/his nomination as a permanent part of the USDA organization structure.

Let's get creative and send those nominations in!

New Ag Republicans Elected

FNS will have two familiar faces representing them in Ag Republicans this upcoming year. They are **Kathy Shanahan**, Confidential Assistant to the Consumer Advisor, and **Lisa Yue**, Confidential Assistant to the Administrator.

At the Ag Republicans' elections held last Friday, **Kathy** and **Lisa** were elected as Secretary and Board member, respectively. What is Ag Republicans? It is an organization open to all USDA employees, which meets on a monthly basis, during lunch. These meetings are social in nature, and usually feature guest speakers representing the group's interest. The organization neither participates in partisan political activities restricted to government employees, nor in endorsing candidates.

One of the first decisions of the newly elected officers was to contribute a portion of its funds to the Van Ness Elementary School for the purchase of winter items during Christmas for its homeless students. Another was a paperback book drive during Ag Republicans' first meeting in January for our soldiers overseas. These are but a few of the many activities carried out by this group.

As newly elected members, both **Kathy** and **Lisa** are looking forward to more member participation, and to actively representing the interests of Food and Consumer Services.



Mid-Atlantic Regional Breastfeeding Conference Held

by Joe Dunphy

Dr. Mom believes breastfeeding is good and healthy for both baby and mother. So does Administrator **Betty Jo Nelsen**. And with eight children and two thriving careers between them, it's hard to argue with success.

Both women expressed their strong support at the Mid-Atlantic Regional Breastfeeding Promotion Conference, hosted by the District of Columbia WIC Program, through a grant from the Food and Nutrition Service. The conference was held December 4 and 5 in Bethesda, MD.

Dr. Mom is **Marianne Nelfert**, M.D., associate clinical professor of pediatrics at the University of Colorado School of Medicine, and author of the contemporary source book on baby and child care, "Dr. Mom."

A mother of five, Dr. **Nelfert** told the conferees that breastfeeding promotion needs to take into account long-standing myths about breastfeeding, hospital staffs that aren't trained in helping new mothers breastfeed, short hospital stays after delivery that preclude adequate training and the financial resources that infant formula companies put into promoting their products.

"There is a need to educate not only pregnant and new mothers but health care professionals as well," Dr. **Nelfert** said. "Breast milk is optimal for infant growth. It remains impossible to successfully alter cow's milk, or any other formula, to perfectly match human milk composition."

The facts need to be made available to perspective mothers so that a knowledgeable choice can be made, she said, and, if the choice is to breastfeed, it should be encouraged by health care providers.

Administrator **Nelsen** said FNS was working on several fronts to promote breastfeeding. These efforts include proposed and existing regulations that benefit breastfeeding mothers, agency publications and brochures which provide educational resources, ongoing cooperative breastfeeding promotion efforts with government agencies, associations and the academic community and FNS breastfeeding promotion grants such as the one that funded the Bethesda conference.

Ms. **Nelsen** added a word of caution to the many proponents of breastfeeding in the audience. She noted there was a "delicate balance" in the promotional efforts.

"Breastfeeding is not for everyone. We should promote but not put anyone on a guilt trip for their choice," she said. "We must consider the whole person and that person's needs."

Other topics covered by speakers and panels at the conference included: regional and national breastfeeding data and goals; the lactation process and the management of common lactation problems; strategies and educational materials for breastfeeding promotion and community support; breastfeeding within individual cultural and social groups, and strategies to involve the medical community.

WIC's Drug Abuse Prevention Activities

by Mary Porter

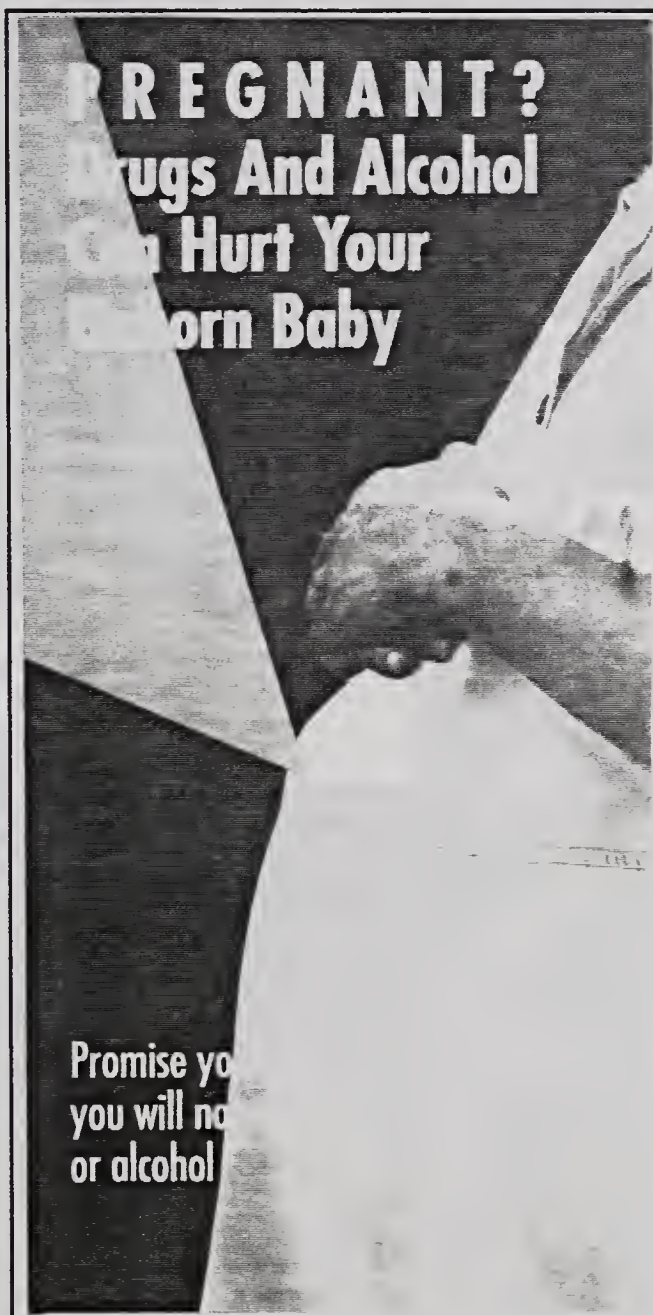
FNS has developed a brochure and a poster warning participants in the Special Supplemental Food Program for Women, Infants and Children (WIC) about the dangers of alcohol and other drug use during pregnancy and breastfeeding. The poster will be available in both English and Spanish. The brochure and posters are due off press in early January 1991.

There is a growing National concern that a wide variety of information and services must be available to help ensure that pregnant women have healthy, normal babies. In addition to regular prenatal care and a nutritious diet, a pregnant woman should not smoke cigarettes, drink alcohol, or use street drugs, and she should check with her doctor before using any prescription drugs or over-the-counter medications.

Nationwide, an estimated 100,000 to 375,000 babies are born each year with alcohol or illegal drugs in their systems. An estimated 5,000 babies are born each year with fetal alcohol syndrome (FAS), the leading preventable cause of mental retardation. FAS can be prevented by abstaining from alcohol consumption during pregnancy.

The Anti-Drug Abuse Act of 1988 and the Child Nutrition and WIC Reauthorization Act of 1989 defined the role of WIC in providing drug abuse prevention information and referrals. Emphasis in this area is appropriate for the WIC Program given its mandate to function as an adjunct to health care services and WIC's very effective role as a "gateway" program for important maternal and child health benefits. By warning women about the dangerous effects of alcohol and other drug use on pregnancy

outcome and breastfeeding, and making appropriate referrals for further assessment, WIC contributes to the broader goal of decreasing



the incidence of alcohol and other drug abuse among pregnant women, perinatal addiction and infant mortality and morbidity.

For the WIC Program, the Anti-Drug Abuse Act of 1988 specifically requires the following: provision of information to participants concerning the dangers of drug abuse; referral of participants who are suspected drug abusers to drug

abuse clinics, treatment programs, counselors, or other drug abuse professionals where such services are locally available; and provision of materials developed by USDA. Congress directed USDA to conduct a study of appropriate methods of drug abuse education for WIC participants. The study report was published in January 1990. Findings from this study are being used to define the role WIC should and is able to play in providing drug abuse information and referrals. FNS has also established a continuing dialogue with drug abuse prevention experts, including the Office for Substance Abuse Prevention, Department of Health and Human Services, to collaborate on establishing policies and designing materials.

FNS is currently developing the following drug abuse prevention materials:

- a videotape for WIC participants warning them about the dangers of alcohol and other drug use during pregnancy and breastfeeding (to be available in February 1991). The video will have a companion leader's guide for WIC professionals to use in counseling participants; and

- a resource manual (to be available in mid-Fiscal Year 1991) and a videotape (to be available in May 1991) to assist WIC local agency professionals in meeting the drug abuse information and referral requirements. A reference guide will serve as a companion piece to the training video.

To ensure their acceptability and appropriateness, the videotape scripts are being focus group tested both prior to and during the production process. The brochure was also focus group tested.

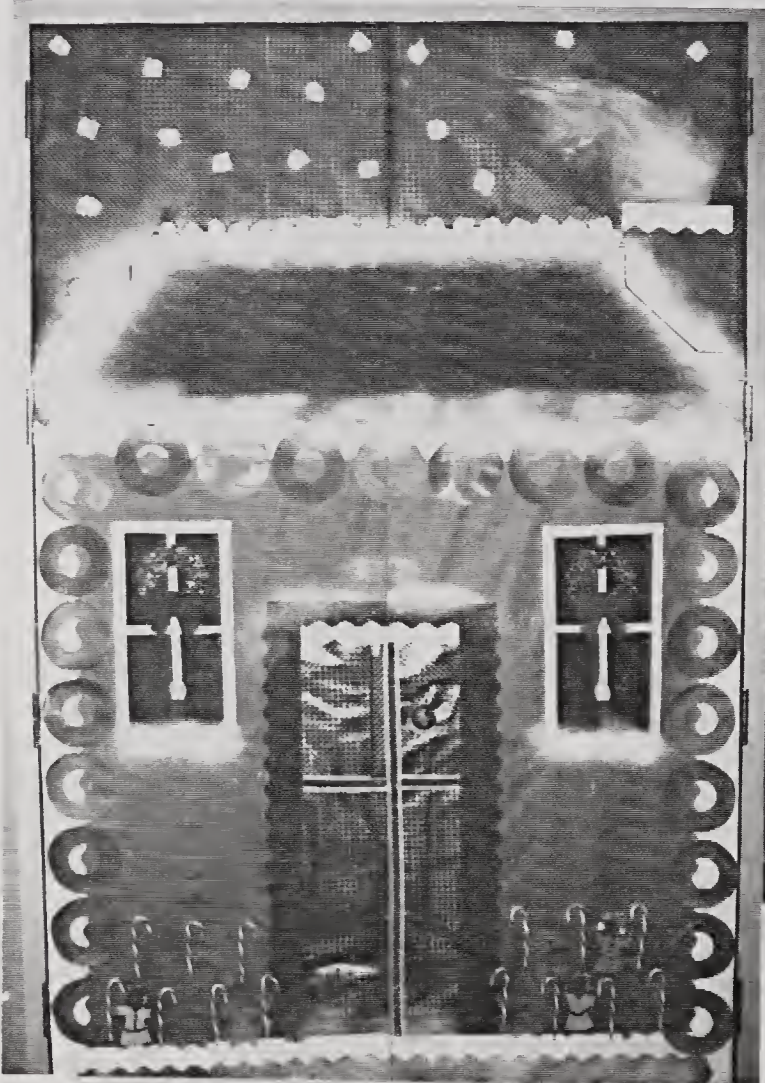
...'tis the season



"Santa" Fitzgerald and Dwight Moritz share holiday cheer!



Phyllis Twyman adds to the Food Stamp holiday decor.



The Incredible edible door to Accounting and Budget Divisions.



"Popeye" Bolling and "Pierre" Hamer await the hungry revelers.

to be jolly...



"Santa" Dengrove asks Mary Morris is she's been naughty or nice!



Gloria McColl and Crystal Tolar win "Best Theme" door for Civil Rights Division.



Tina Neal, Gloria Cash and Gwen Greene at 9:59 a.m. – door judging is at 10:00!



"Comrade" Radzikowski taste tests the borscht.

AROUND THE COUNTRY...

Holiday Activities from the Southwest

by *Blanche Jackson*

Although SWRO region employees come from diverse backgrounds and have many interests, one thing they all share is a commitment to service. The very nature of the work of FNS just naturally attracts employees who want to help others. But SWRO folks not only serve "for pay," but also generously donate their time, their money and their energy to help people in need not only during the Holiday Season, but all through the year.

Mike McIlwain and his family joined wife **Judy's** family and friends in their fifth annual Thanksgiving project for the elderly and needy in Marion, Indiana, this year. They cooked and served over 700 meals on Thanksgiving day and over 400 that Friday; many of the meals were delivered to shut-ins. Mike says this is strictly a grass-roots effort, financed entirely from private funds. It has become an important part of the holiday for those who are served--but also for those who serve.

SWRO employees gave over \$700 in cash and 340 new toys to the Dallas/Fort Worth FEB Toys for Joy project this year. Although every employee participates in this annual project, coordination for the effort fell to **Doloris Oldham** and her committee: **Michele Bradford, Esther Jones, Becky Lucero, Dorothy McLain, Rita Rayson and Gwen Warren**. SWRO again ranked in the top ten agencies in its support.

Another group effort is a project by the FEB Public Affairs Professional Committee, chaired by **Judy Snow**, to collect assorted toiletries for assembling into individual kits for use by homeless families in the Metroplex. **Bonnie Fuller and Michele Bradford** have also devoted much time and effort to this project. While many other SWRO folks have donated products to this project, toiletries are also coming from employees throughout the Dallas/Fort Worth area. This project started as a Christmas project but, since donations have been quite generous, it could become an ongoing effort.

The need for volunteers is endless, but SWRO folks are helping wherever they can. Happy Holidays Everyone!



Mike McIlwain, SWR's director for Financial Management, takes his turn washing some of the pans used at his family's annual community Thanksgiving.



A festively decorated dining room, an attractively set table, a sumptuously prepared meal, and friendly company awaited the NYCFO's guests for dinner.

A Thanksgiving Meal for the Homeless

by *Cynthia Tackett*

Amid the hum of conversation and the pleasant smells of a turkey and all the trimmings, eleven homeless guests from a near-by drop-in shelter enjoyed a Thanksgiving meal prepared and served by the staff of the New York City Field Office (NYCFO).

This year the staff decided to really get into the spirit of the holiday and share their abundance with others not quite as fortunate.

"I think that all they want to see is that there are people who care about them. You can look at their faces and see that they appreciate this," said **Nilsa Rivera-Rey**, food program specialist of the NYCFO.

Also on hand, were NERO Administrator **Harry McLean** and outreach staff from the City of New York Office of Human Services to point out the food stamp benefits available to homeless persons and how and where to take advantage of them.

And finally, covering all the bases, the staff provided its version of Thanksgiving day sports by showing two sports bloopers videos.

AROUND THE COUNTRY (cont.)...

--Martin "Marty" Hines is NERO's FPA Budget Officer and has been with FNS since 1977.

Marty is also a Major in the U.S. Army Reserve 1169th Transport Terminal Unit where he serves as Assistant Chief of Operations. He has been in the Reserves since 1977. His unit operates ocean terminals which is to say it loads ships to deploy units overseas.

Marty was recently transferred from the 1169th Terminal Transportation Unit to the 803rd Medical Group because of his Personnel Specialist experience in the Army Reserve. He will serve as a Personnel Officer in the 803rd.

Marty is currently undergoing intensive training at Fort Devens, MA, and expects to be leaving for his assigned duty station soon for a period not to exceed 179 days.

His destination is still unknown but fellow employees have heard that he has been receiving shots, etc. all week indicating that he will be out of the country.

--MARO has been collecting canned goods that will be given to the Trenton Soup Kitchen, and stuffed animals that will be given to the U.S. Marine Corps for distribution to families referred by the New Jersey Dept. of Human Services.

--Elves have been busy planning holiday activities for WRO staff. The "main event" is WRO's Holiday Party which will center around a gala buffet luncheon. It promises to be a fun affair with many exotic dishes prepared by WRO staff. The party will be highlighted by a visit from Santa and his helper bringing special awards for the unusual contributions regional office employees sometimes make.

In addition, WRO is sponsoring two projects to help less fortunate people in the Bay Area. One is the "Help a Child" project in which employees provide gifts for children recommended through the Alameda County Social Services Agency. Also in the spirit of sharing, employees are contributing cash and food to be distributed through the San Francisco Food Bank. WRO wishes EVERYONE a wonderful holiday season.

SERO'S HALEY SPEARHEADS ANNUAL FOOD BASKET PROJECT--

by *Connie Crunkelton, SERO*

Leo Haley, OIC at SERO's Nashville, TN, field office is known for his dedication to enforcing food stamp regulations among Tennessee's retailers. But, what most of his co-workers don't know is that he puts this same kind of effort into charity work at his church, St. Philips Catholic Church at Franklin.

Haley initiated a Christmas food basket project in 1977 that has literally benefited hundreds of needy families since then. "That first year, only 25 people received a food basket," Haley said. "But, the response from church members who helped was so positive that others soon joined in the effort."

From the beginning, Haley knew that the quality of the food basket was essential to making the project a success. "I contacted one of our nutritionists in the Atlanta regional office and asked for help in making up a list of nutritious foods that could go into making up the food baskets," he said.

Haley's personal interest in providing a meaningful gift to those less fortunate than he resulted in his being made the permanent chairman of the Christmas Food Basket Committee.

Apparently, that was a good decision. Because, the number of families being reached grew from 25 in 1977 to 250 in 1989. This is especially noteworthy when you realize that St. Philips Parish only has 600 families and the baskets of food had a value of \$80 to \$90 each! Each basket contained 30 items that were selected on a nutritional content, appeal and the size of the family.

Haley said that support from the church's members is so outstanding that it raised \$20,000 in cash in one Sunday to fund its community help programs. "Money isn't all we expect from our members," Haley said. "Personal involvement is an integral part of the program. Our Church families, not outsiders, deliver the food to the low-income families."

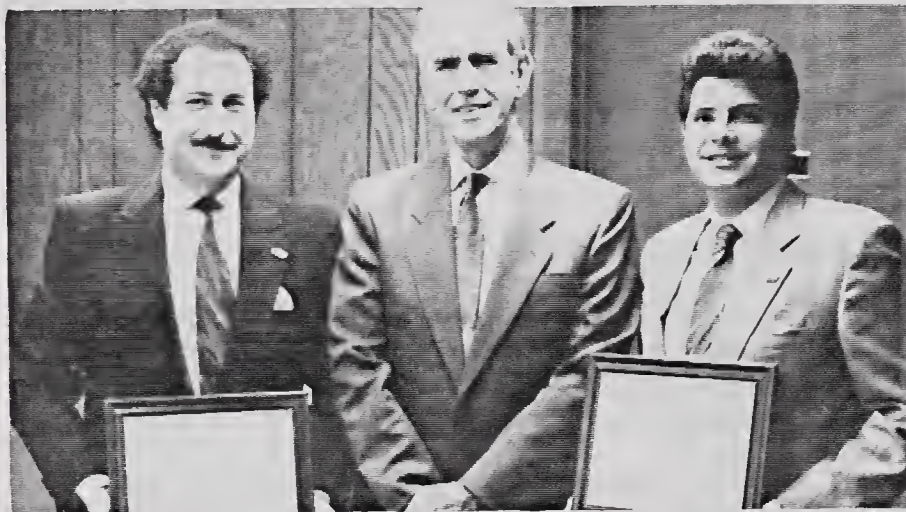
Names of the families needing help are obtained from the Emergency Relief Agency. Then, this information is put on a computer system Haley has devised to simplify the construction and delivery of each food basket. Names of church members and data on potential recipient families are all computerized.

In addition to the food baskets given to needy families, 1,700 presents were purchased for children in these families. If this yeoman effort weren't enough, money left over from the family food basket project was used to purchase fruit baskets, coin purses, lotion and disposable razors that were given to nearly 400 nursing home patients.

After the food baskets and presents have been delivered to needy families and the other items delivered to nursing homes, any leftover money is used to help fund other groups that provide food and shelter for the homeless year round.

The community outreach effort at St. Philips Catholic Church is such a sterling example of involvement and care, that several other churches and organizations have contacted Haley to learn how he and other members of his church have developed their annual Christmas Food Basket Project.

"Anyone can do the same thing we've done," Haley said. "All it takes is organization, the personal involvement of church members themselves and a genuine desire to help those who have less than you do."



(l to r) Amir Al-Naimi, J.W. Younce, Joseph Sarafa

Midwest Region's Detroit, Michigan, Field Officer-in-Charge J.W. Younce recently presented Associated Food Dealers of Michigan Executive Director Joseph Sarafa with a Certificate of Appreciation for his consistent ethical and honest business practices, not just in FNS programs, but in all other aspects of their business. For years, the Association has given the Detroit Field Office free access to their publications and trade shows.

FROM THE PROGRAMS...

Food Stamp

Phyllis Gault Visits Regions

Food Stamp Deputy Administrator, **Phyllis Gault**, visited with Regional staff in Dallas and Denver last week in the first of a series of visits she hopes to make to the Regions. She also joined **Bonny O'Neil** and WRO Deputy Administrator, **Allen Ng**, in Arizona for the American Public Welfare Association's (APWA) quarterly State meeting. Over 25 States attended the APWA meeting providing a unique opportunity for **Phyllis** to hear first hand about their concerns, including the anticipated impact of State budget deficits on program administration.

Highlights of the Regional visits (aside from the snow in Denver) included the chance to talk informally with regional staff about their priorities and to match names with faces. The combination of formal briefings and informal get togethers made these visits very pleasurable as well as informative.

While **Phyllis** was in Denver, **Allen** and **Bonny** took the opportunity to visit with staff in the Phoenix field office where they discussed many subjects including the office's use of automation in completing quality control reviews.

Special Nutrition

--New caseloads for the Commodity Supplemental Food Program which services women, infants and children as well as the elderly were recently announced. The Department's decision to donate nonfat dry milk from CCC stocks which stemmed from Appropriation language, enabled us to provide over 51,000 additional caseload slots for needy women and children. The new caseloads are 221,875 women, infants and children and 108,615 elderly.

--On December 5, the Citizens Commission on School Nutrition held a press conference where they called for more funding for school lunch programs and a reduction in lunch fat content. They also called on Congress to ban from school cafeterias milk with more than 2% fat.

Other...

--On December 6, several nutrition education materials developed by HNIS to help Americans implement the Dietary Guidelines for Americans received awards in the 1990 "Blue Pencil" competition sponsored by the National Association of Government Communicators (NAGC). The

publications receiving awards are: "Eating Better When Eating Out using the Dietary Guidelines"; "Preparing Foods and Planning Menus Using the Dietary Guidelines"; "Making Bag Lunches, Snacks, and Desserts Using the Dietary Guidelines"; "Shopping for Food and Making Meals in Minutes Using the Dietary Guidelines." Blue Pencil Awards are designed as an annual tribute to outstanding government publications and their producers.

--On December 5, HNIS staff celebrated the holiday season at the HNIS 1990 Holiday party at the University of Maryland Adult Education Center. In what has become an annual tradition, a Chinese auction of gifts and baked goods donated by the staff was held. Proceeds from the Chinese auction will be donated to Children's Hospital.



AROUND THE WORLD...

Tony Amato
LCPL USMC

Jeremy P. Dow
LCPL - USMC

Heal Barnholt
5 Dec 90

Petalone Rockens (COTHE CHECK OUR FOOD HERE)

Dear USDA,

We here from 1st Battalion, 5th Marines would like to thank you for the Cookies that you sent us. I wish we could show our appreciation on a more personal note but we hope this letter will do the trick. The Cookies were fantastic and were gone in a days time.

We have seen a great Contribution from your particular department and we know that you all have put forth a lot of time and effort for the American troops in the Gulf region. It's great to receive all the support that we've been receiving but yours stands out at the highest level. There's no question on this end that we appreciate you. You are by far our best "marsh builders"! Thanks again and have a nice holiday season!

Joe Sanchez
SSgt USMC

Chuck Woods
USMC

Adam Taghant
USC

Craig P. Carnes
Cpl. USMC

C.D. Duff
CPL USMC

Je A. Castellanos
LCpl USMC

Leon F. Hoya
LCpl NY

James Moya
Sgt USMC

Clint Hester
LCpl USMC

...Craig Carnes is the brother of Larry Carnes, OAE

More FNS News...

FNS 1990 CFC Comes to a Close

by Molly Lynch, FMD

The 1990 Combined Federal Campaign (CFC) got off to a slow start, but FNS managed to come through with contributions totaling \$49,303.79, 76 percent of our goal set by the Secretary (\$65,000). There were 22 Eagle Awards given. These go to employees who contribute one percent or more of their salary. We also had seven confidential gifts, one of which was an Eagle Award. The overall participation rate was 47 percent, with an average gift of \$175. The average gift was higher than last year (by \$20), while the overall participation rate decreased. USDA overall raised over one million dollars. USDA was also one of the first "million dollar" agencies to reach the one million dollar target.

The Loaned Executives would like to thank all of the Coordinators, Keyworkers and everyone who contributed this year in making the Combined Federal Campaign a success.

Thank you again for your hard work and dedication.



NFC Visits FNS

by Pat Porter

FNS recently had the privilege to demonstrate its headquarters Contract Tracking System to the National Finance Center's (NFC) MAP/AIMS Team. The Team has a twofold charter: under MAP (Management of Administrative Processes) the Department and NFC are streamlining administrative and financial processes; the AIMS (Administrative Information Management System) portion is the actual redesign of NFC's accounting and personnel systems into one integrated system, similar to the FNS Software Renewal effort.

The NFC executive in charge of system development, **Sharon Richardson**, and members of her systems development staff joined **Ira Cebulash** and **John Campbell** from the Department and managers from the Agricultural Research Service (ARS) in reviewing the approach FNS has taken to automating the contracting, small purchases, receiving and invoice functions. The FNS CARS (Contract Action Reporting System) tracks all contract actions from the initial acquisition plan, through all phases of contract award. The NFC is currently pilot testing their new purchasing system in ARS. The NFC Team was highly complimentary of ASD's **Paul Braun**, **Jeff Cajka**, **Dick Marshall** and his staff regarding the design and overall high quality of the FNS system. The NFC will consider lessons learned by FNS on a small scale when they design their overall USDA systems. The NFC project, which will eventually provide an administrative system for use throughout all of USDA, will not be available to FNS users until at least Fiscal Year 1994.

Budget Reconciliation Act and Appropriations Bill

On November 5, 1990, the President signed the Fiscal Year 1991 Budget Reconciliation Act and Appropriations bill for the Department of Agriculture. The Reconciliation bill modified the Gramm-Rudman-Hollings Act (GRH) by virtually eliminating the possibility of across the board cuts through Fiscal Year 1993. The new GRH sets legal targets for each of the three categories of spending: military, domestic and international. If spending in any one of these categories exceeds its target, only programs within that category will be cut in order to meet the target. These modifications will actually allow the deficit to rise over the next 3 years as long as Congressional spending is not the cause. Causes such as poorer than expected economic performance and increased spending for the Savings and Loan bailout will not affect domestic spending programs. Based on the GRH's modifications, USDA does not anticipate a repeat of this fall's furlough activities through Fiscal Year 1993.

The Appropriations bill provides FNS with a workable budget for this Fiscal Year. Allowance holders were given their allocations and we anticipate that relatively minor cost cutting initiatives are necessary to stay within the budget limits. Staff years were reduced slightly which will require supervisors to use scrutiny in filling positions.

FROM THE HEALTH UNIT...

Here's more information for you on how to deal with stress. This chart comes from a resource book on Stress Management Strategies. If you want more information, call 756-6000.

How Your Body Responds To Stress

What happens to your body during stress?

Our reaction to stress is the fight-or-flight response, a biological response in which your body is ready to fight the danger or flee from it. Here's what happens during the fight/flight response, why it happens, and the effect that prolonged stress can have on your body:

Reaction	Original Purpose	Long-Term Effect
increased heart rate	to pump blood faster	high blood pressure
faster breathing	to provide more oxygen	chest pains from tired diaphragm muscles
stopped or arrested digestion	to divert blood to large muscles	ulcers
diverted blood from head, hands, feet	to send blood to large muscles	cold hands and feet, migraine headaches
increased coagulation of the blood	to minimize blood loss should injury occur	increased chance of blood clotting: stroke
release of extra sugars into blood stream and insulin to break those sugars down	to increase energy	fatigue
stress messages sent to muscles	to prepare muscles for action	muscle fatigue

The 10 biggest causes of stress.

1. Personal and professional relationships.
2. Financial concerns.
3. Time pressures.
4. The "upwardly mobile" lifestyle.
5. Lack of job security.
6. Change.
7. The need for approval.
8. Family pressures.
9. Overachiever's Syndrome.
10. Values conflicts.

The 5 surefire signs of stress.

1. Increase in physical problems and illnesses.
2. Increase in problems with relationships.
3. Increase in negative thoughts and feelings.
4. Significant increase in bad habits.
5. Exhaustion and fatigue.

What to do when you recognize one or more of the 5 symptoms of stress? Accept them as a blessing from Mother Nature as a warning signal. Identify the source of the problem. Once you recognize what the real stress is, you can start to relieve it or adapt to it.



Congratulations

To Craig (MPRO) and Michelle Forman on the birth of their daughter, **Alexandra Mary**, December 8, 1990.

To Mike McAteer on becoming a Grandpa! He is the proud new Grandpa of **Benjamin Owen**, born December 4, 1990.

REMINDER...

Don't forget about the drive still going on to collect Giant and Safeway register receipts for Van Ness Elementary School.

The receipts can be deposited in the appropriately marked mailbox in the mail room.

We are hoping the drive will be as successful as last year!

Thanks!

From the Editor...

Just a note to let everyone know that we will not be running an issue of the Friday Letter on December 28, 1990. The next issue will be out January 11, 1991.

Thanks for all your help this year putting together the Friday Letter. I look forward to receiving all kinds of interesting and fun stories next year.

Happy Holidays!

Darlene Barnes

Friday Letter Vacancy Listing by Vacancy Number

JOB TITLE	AREA OF CONSID.	SERIES	GRADE	CLOSING DATE	VACANCY NUMBER	OFFICE LOCATION
Supvry. Computer Spec.	(A)	GM-0334	15	01/14/91	91-10*	IRMD
Regional Administrator	(A)	ES-0120		01/28/91	91-09	SWRO
Secretary Typing	(A-LCA)	GS-0318	4/5	12/24/90	91-22	CND
Financial Manager	(G)	GM-0505	14	01/14/91	91-21	WRO
Secretary Typing	(A-LCA)	GS-0318	9	12/24/90	91-20	DASNP
Clerk Typist	(A-LCA)	GS-0322	2/3/4	12/24/90	91-H-05	HNIS
Visual Info. Specialist	(A-LCA)	GS-1084	9	01/04/91	91-H-04	HNIS
Financial Mgmt. Spec.	(A)	GS-0501	13	01/08/91	91-23	ACD
Food Program Specialist	(A-LCA)	GS-0120	7	12/31/90	91-24	FDD
Food Program Specialist (2 positions)	(A-LCA)	GS-0120	7	12/31/90	91-25	FDD
Management Analyst	(FNS-Hq)	GS-0343	9/11	12/24/90	91-26	IRMD
Secretary Typing	(A-LCA)	GS-0318	5/6	01/07/91	91-27	PDD
Mathematical Statistician	(A)	GS-1529	13	01/10/91	91-28	PAD
Supvry. Food Prog. Spec.	(A)	GM-0120	13	01/07/91	91-29	FDD
Secretary (T)	(A-LCA)	GS-318	3/4/5	01/07/91	91-H-06	HNIS
Nutritionist	(HNIS-wide)	GS-630	13	01/04/91	91-H-07	HNIS

AREA OF CONSIDERATION

- (A) - All Sources
- (A-LCA) - All Sources, Local Commuting Area
- (FNS-HQ) - FNS Headquarters Wide
- (G) - Governmentwide
- (HNIS - Wide) - Human Nutrition Info. Service Wide

* Extends closing date.

OFFICE LOCATION

- ACD - Accounting Division
- CND - Child Nutrition Division
- HNIS - Human Nutrition Info. Service
- SWRO - Southwest Regional Office
- PAD - Program Accountability Division
- WRO - Western Regional Office
- PDD - Program Development Division
- IRMD - Information Resource Management Div.
- DASNP - Deputy Admin. Special Nutr. Programs
- FDD - Food Distribution Division

**Darlene L. Barnes, Editor
and Desktop Design**
Pamela D. Faith, HQs Photography

The Friday Letter is published every two weeks by the Public Information Staff of the Food and Nutrition Service. To update your mailing address or to alter the number of copies you receive, please mail your changes to FNS Public Information Staff, 3101 Park Center Drive, Room 819, Alexandria, Virginia 22302. Telephone: 703/756-3286

UPCOMING EVENTS...

December

18

FNS Christmas Party, 8th floor

25

MERRY CHRISTMAS!

January

8

Toastmasters Mtg., 12-1, 4th Flr. Conf. Rm.

15

Work Force Diversity Teleconference

**All Employees, Jefferson Auditorium,
10:30 a.m. EST**

23

**Conference & Meeting Planning Training
all day, 4th Floor Conference Room**